

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254

July 26, 2012 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Barbara Conover, Mary Duncan, Matthew Heyrman, A. Debra Nicotra, Robert Reinbolt, Hans Schmalzried, Dr. Christopher Sherman and Dr. Donna Woodson

Absent: Darlene Chaplin, Reynald Debroas, Mary Gregory, Donald Murray, Barbara Sarantou (All excused)

Guests: Cathy Noble, ONA Representative; Dena Nowakowski, Union Steward, AFSCME Local 7; Kevin Pituch, Assistant Prosecutor; Bob Amjad, Stickney Avenue Landfill; and Angie Gerdeman, Hull & Associates.

Staff: Mary Frank, Lana Glore, Dr. David Grossman, Barbara Gunning, Joanne Melamed, Larry Vasko, Jodi Vaughn, and Eric Zgodzinski

Dr. Donna Woodson, President, called the meeting to order.

Introduction of Guests

Larry Vasko introduced Cathy Noble, Dena Nowakowski, Kevin Pituch, Lana Glore, Jodi Vaughn, Bob Amjad and Angie Gerdeman.

Minutes of June 28, 2012

The minutes of the June 28, 2012 meeting were reviewed. On page 3 under item “Semi-Public Sewage System Fees”, line 4, Matt Heyrman asked if the number of known facilities that will be affected by this new program should be 24 or 124? Larry Vasko explained that the number is 24, but about 100 more are expected. Mr. Heyrman noted that a letter had been sent to members of the District Advisory Council (DAC) regarding this item, indicating 124 facilities. Mr. Vasko said that he would send out a clarification letter indicating a range from 24-124 facilities, using the same format that was sent to the Swanton Township Trustees. The mailing will also include a listing of the 24 known facilities, and the fees.

On page 2, paragraph 2, line 1, omit the word “from”. In the same paragraph, Mr. Heyrman requested add a sentence to read: “The Audit/Finance Committee requested Administration to formulate a formal purchasing policy.” On page 3 under “Roadhouse Hearing”, line 5, add the word “...to remove the concrete.” On page 4, paragraph 5, line 2, change the word “community” to “communication”. There was agreement.

Robert Reinbolt made a motion to approve the minutes as amended. Matt Heyrman seconded the motion. A vote was taken of those present. Motion carried.

Agenda

Dr. Donna Woodson said that there were no changes or additions to the agenda. However, if someone does wish to speak before the Board and it has been previously arranged, this would be the appropriate place to do that.

Vouchers

Dr. Christopher Sherman reported that the Audit/Finance Committee had reviewed the vouchers at the July meeting and found them to be satisfactory. There were no additions to the bill schedule. Barbara Conover made a motion to approve the payment of the July vouchers. A. Debra Nicotra seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Old Business

Strategic Planning/Accreditation Process Update

Eric Zgodzinski reported that the committee had met on July 12. The committee laid down some groundwork relative to the methodology on developing the Strategic Plan, identifying specific items relating to the Public Health Accreditation Board (PHAB) standards, etc. The committee discussed the various Domains and the importance of working on Domain 1, as it will serve as the foundation for the Strategic Plan. This Domain addresses items such as data collection, stakeholders, etc. During the next coming months, the committee will be linking the PHAB standards to the Strategic Plan. A template will be developed for this purpose. The template will allow a framework and will provide guidelines, a statement of goals and objectives, our vision of how the Domains fit into the Strategic Plan's Action Book, etc. Dr. Woodson concurred that Domain 1 is indeed critical in setting up a basis of our health department; it will provide a statement and an explanation of what public health does in the community. The committee will meet again next month.

501c(3)

The IRS is in the process of reviewing the additional material that it had requested last month. We expect an answer and official decree regarding our acceptance of becoming a 501c(3) agency within the month.

New Business

Environmental Fees – Semi-Public Sewage System Program – First Reading

Eric Zgodzinski presented Environmental Fees for the Semi-Public Sewage Systems Program as a first reading. He reported that the District Advisory Council has been notified of this information. The fees are based on work that will be done relative to the larger sewage systems. The process will consist of two inspections and various samplings every year. It will also include plans about how the sewage will be treated. This is a new program for our agency. The Ohio EPA allows our health department to collect these fees through a contractual agreement.

Matt Heyrman asked if notification about this new program was indeed sent to all the townships, villages and the main Chambers of Commerce in Lucas County. Mr. Vasko confirmed that notification was sent. Mr. Reinbolt noted his concern with the fact that the

main revenue from this new program should not be inflated. Eric Zgodzinski announced that the program had already started with Board approval of the contract with the Ohio EPA at a previous Board meeting, but that the fees would not be collected until next year beginning January 2013. Dr. David Grossman noted that next month there would be a second reading of these fees. Afterward there will be a third reading and a public hearing. A notice will be sent out in this regard.

Robert Reinbolt made a motion that the Board accept and approve the first reading of the Semi-Public Sewage System Program Environmental Fees, with adjustment to the format as proposed/approved. Matt Heyrman seconded the motion. A roll call vote was taken. Voting: 8 yeas, 0 nays. Motion carried.

Confirmation of Employees

Larry Vasko reported that there were no new hires or separations this month.

Environmental Health Issues Committee

Robert Reinbolt reported in the absence of Donald Murray.

Stickney Avenue Landfill Recycling Exemption

The committee reviewed a draft plan from Hull & Associates for the exemption of this facility. It supports the staff's recommendation. The committee was initially reviewing a draft report, and now that report is fully approved. The committee requests Board action today. It was noted that Bob Amjad, Stickney Avenue Landfill, and Angie Gerdeman, Hull & Associates, were present today.

Jodi Vaughn, Sanitarian, explained that this item dealt more with a technical issue. However, an exemption is necessary in order to move forward with the issuance of the C&DD Disposal license. The facility had been sited (located) before. She stated that the Ohio EPA had also decided that this was the best way to handle this situation by granting an exemption. Dr. Woodson asked if there were any additional comments or questions from those in attendance. A comment was made that the flood plain had changed after the original facility was sited. Mr. Vasko explained that the flood plain areas and rules had changed and in order for this facility to continue to operate, it needed authorization from the Board. Jodi Vaughn said that they also needed a map; however, FEMA would not change the map for ten years. She concurred that Board action was necessary for this facility to continue to operate.

Robert Reinbolt made a motion that the Board approve the exemption for the Stickney Avenue Landfill. Dr. Christopher Sherman seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Update - Former Laboratory, 1021 Broadway Street, Dr. Prakash Thombre, Owner

Mr. Reinbolt said that no one showed up to the committee meeting held for this item. Dr. Woodson explained that Dr. Prakash Thombre had originally wanted to speak at the last Board meeting; however, this item was not on the agenda. Dr. Thombre had been invited to the committee meeting. There was no contact from and no appearance of Dr. Thombre. Mr. Reinbolt agreed that there was ample communication with Dr. Thombre, but he did not show up for the meeting. Dr. Grossman noted that Dr. Thombre continues to communicate with

him. Eric Zgodzinski said that there was news coverage regarding this lab situation on June 14, 2012. Channel 13 was credited with providing good coverage.

Robert Reinbolt mentioned that the committee spoke about this process, as well as other items. There is need to pursue some legislative assistance in setting up a process and rules and regulations. He said he would set up a meeting with the Northwest Delegation regarding these items. There will be more to come on this issue.

Slide Presentation - Former Laboratory, 1021 Broadway Street

Eric Zgodzinski said that the committee had requested the showing of slides regarding Dr. Thombre's laboratory located at 1021 Broadway Street. He provided background information and stated that the health department became involved when the City of Toledo asked for assistance on specific issues at this location. The FBI also became involved and search warrants were issued. Mr. Zgodzinski commented on training, funding, situation reports, collaborative efforts with other agencies, media, resources and other items. Many chemicals were found at this location. Mr. Zgodzinski said that as a result of this incident, there would be additional staff training, identifying other facilities with potentially similar-type incidents, etc.

Hans Schmalzried commented that the new responsibility of public health is to be a first responder. The health department must mobilize during this type of action. Dr. Woodson commented that when presenting to others in the future there is a need to show at least one slide showing a danger that may well occur in our community. Hans Schmalzried suggested presenting some version of this presentation to members of the District Advisory Council. This would show what their contributions would be paying for, which includes efforts for preparedness in case of a disaster. There was agreement.

The Roadhouse, 11535 W. Central Avenue (Richfield Township) – Russell Kadri, Owner

A hearing was held last month concerning the Roadhouse Restaurant's patio. The Health Department and the owner, Russell Kadri, had previously discussed the matter of the cement covering the septic tank and parts of the system. Last month the Board made a motion to revoke the variance that was previously given to the Roadhouse and to reissue the Public Health Order.

There has been no change; the slabs are still down. The Public Health Order will be up tomorrow (July 27). There was an additional factor—a well issue that includes significant elevated bacteria level in the existing water supply. This item falls under the jurisdiction of the Ohio EPA. Dr. Grossman announced that he had also visited the site and that he continues to receive communications from the owner's attorney. The attorney claims that Alan Ruffell, former Director of Community and Environmental Health, had visited the site in 2010 and that he had stood on the site, but did not say that the owner had to tear up the cement. Alan Ruffell was contacted and said he did recall that he made a site visit as the owner wanted to expand over the leach field. Mr. Ruffell denied giving his authorization.

Their [The Roadhouse's] latest stance is that there were people there, that Mr. Ruffell was on the patio, and because he did not order him to tear it up, that it was okay. Consequently, the date still stands. Mr. Reinbolt stated that the best thing to do in this case is to let the courts handle it. He noted that the Ohio EPA was not present either and was unaware of certain

things that were going on at this location. Kevin Pituch, Assistant Prosecutor, said that the hearing on this issue has already occurred and the Board has issued its order. The owner now has 30 days to appeal. The next step would be in the Court, where this issue will be handled. Eric Zgodzinski added that the Board could also pull his food service license if necessary. Dr. Grossman stated we would stand firm on our position.

Dr. Grossman said that he felt it was a potential safety hazard and an improper surface that could lead to a problem with destruction of the tank. Larry Vasko stated that we have the authority to suspend or revoke a license with such an ongoing violation as the Roadhouse, with Board authorization.

Matt Heyrman made a motion to accept the committee report. Dr. Christopher Sherman seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Personnel Committee

Robert Reinbolt said that there was no report

Audit/ Finance Committee

Dr. Christopher Sherman reported that the committee met on July 24, 2012. The committee reviewed the following items: June 2012 Financial Status, July Bill Schedule, Grant Funded Programs, Contracts, Other items (Transfers of Appropriations) and Clinic Patient Visits.

June Financial Status

The “Consolidated Financial Report” was reviewed and is attached.

July Bill Schedule

The committee discussed and provided six reasons for “Then and Now” payments. It was decided that if the Chairman is not available for approval for payments made over \$3,000 that the Board President could authorize them.

Grant Funded Programs

Total submitted applications in the amount of \$7,891,828 for 2011-12 fiscal years, and during this time period we were awarded \$4,958,397. Total applications in the amount of \$6,001,027 for 2012-2013 fiscal years, and during this same time period we were awarded \$2,952,178 in funding.

We have 5 pending grant applications: CDBG-38th Year HUD Rodent Control Program - \$112,271; Personal Responsibility Education Program - \$180,000; Public Health Emergency Preparedness Grant - \$345,804; Local Office of Minority Health - \$60,000 and Women, Infants and Children - \$2,218,503.

We are in the process of applying for a \$3,000,000 grant through Centers for Disease Control and Prevention, Racial and Ethnic Approaches to Community Health: Obesity and Hypertension Demonstration Projects.

The committee reviewed grants that require a General Fund Match: Rodent/Nuisance Control grant - \$112,271 (100%); Commission on Minority Health - \$15,000 (25%); Public Health Emergency Preparedness - \$24,249 (7.7%); Sixty Plus Clinic - \$101,625 (100%) and Lead-

Based Paint Hazard Control - \$617,714 (25%). We need to keep in mind for the next budget cycle that monies need to be available in the General Revenue fund so we can obtain larger amounts for the community.

Contracts

The committee reviewed six contracts: Mercy College of Ohio; Sandusky County Health Department; Fulton County Health Department; Gregory Johnson, M.D.; United Way of Greater Toledo and Sylvania Board of Education.

Transfers of Appropriation

Dr. Sherman read the following appropriations and noted that specifics are included in the Board packet:

A transfer reallocates funds from one cost object to another. Board of Health Resolution is required to approve Transfers of Appropriation performed in the month of June 2012 in the ordinary course of business. Total of transfers was for \$128,255.33, consisting of changes in various expense categories.

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of June 2012 in the amount of \$622,891.29 in revenue estimates and \$624,011.69 in expense appropriations. This represents new and/or additional funding for T.B. Control Unit, CDBG Rodent Control, and Commission on Minority Health, and Child and Family Health Services programs, and removal of budgets from retired grant programs.

Clinic Patient Visits

Barbara Gunning also attended the committee meeting and provided some information on clinic visits. One thing she noted is a very high “no show” rate. This has a big effect on her staffing and revenue production. Barbara Gunning offered three suggestions to improve clinic productivity. Committee member provided several suggestions, which will be implemented simultaneously including double booking patients, incentive payments, challenges between providers and staff, telephone reminders, etc.

There was a brief discussion about the need for tracking bad patient behavior regarding “no show” rates and prescriptions. Mr. Heyrman commented that these measures should be implemented. Dr. Grossman noted the Dr. Gregory Johnson had a cancellation rate of 80%. He agreed with double booking of appointments.

Sylvania Board of Education

Barbara Gunning explained that the contract for \$45,000 is for the funded School Nurse, who works with handicapped children. There is another contract for three School Nurses, which will likely be approved. There will be an increase in the latter contract.

Motion

Robert Reinbolt made a motion for approval of Transfers of Appropriations performed in the June 2012 ordinary course of business for a total of \$128,255.33. A. Debra Nicotra seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Motion

Robert Reinbolt made a motion to approve changes in revenue estimates and expense appropriations for the month of June 2012 in the amount of \$622,891.29 in revenue estimates and \$624,011.69 in expense appropriations. Barbara Conover seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

A. Debra Nicotra made a motion to accept the committee report. Matt Heyrman seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Facility Committee

No report.

Contracts

Dr. David Grossman reported there were no additional contracts to present.

Division Reports

Community and Environmental Health Services

Eric Zgodzinski presented the written division report, which included activities for the month of July.

Health Services

Barbara Gunning reported on the following items: Training in the Community, Certification, 60+ Program, STD Prevention, HIV Prevention, Research, Shots for Tots, Pharmacy, "Get Your Rear in Gear" Run and "Weight of the Nation, Children in Crisis" Presentation

Training in the Community/Certification

Vicki LaVerdi, RN, will be providing STD training at Path to Life housing for homeless unwed pregnant women on August 2. Vicki LaVerdi, RN, successfully met the requirements to maintain the National Credential as a Maternal Newborn Nurse.

60+ Program

The Plaza Apartments and Dove Manor Apartments were two sites added in July.

STD

Art Matten and Mary Jay were recognized in the ODH newsletter for follow up efforts to patients with chlamydia and gonorrhea.

HIV Prevention

The Sandusky County Health Department (Fremont) just became a satellite HIV test site in the eastern part of Northwest Ohio. The Henry County Health Department (Napoleon) provides testing for the western half of our region.

Research

The clinics will be participating in a new study, "Perceptions of One's Body and Weight Management" with the University of Toledo College of Nursing.

Shots for Tots

The Immunization Action Program (IAP) attended a CARE Team event, sponsored by the County Commissioners on July 18 at Saint Peter & Paul Church. Many social issues were brought to the forefront and the IAP program will work on some of these issues.

Pharmacy

Anthony Pasquale, Pharmacy student, is leading an “Astra-Zeneca Drug Assistance Program” and the “Drug Take Back Day” which is scheduled for September 29th.

Dr. Grossman commented that the Astra-Zeneca Drug Assistance Program will provide free medications for qualified participants and will allow us to bill up to \$4.00 for administrative expenses. This is another way to generate income for our agency while reducing expenses. Dr. Sherman suggested that the “Drug Take Back Day” should take place all year around. Dr. Grossman noted that when homeowners lose their properties and drugs are present and left behind, the health department receives those drugs. This is a new procedure, which was set up with the court system several months ago.

Barbara Gunning said that she would ask the pharmacy intern/student to take on the project of gathering information for potentially making the “Drug Take Back Day” a year around event.

“Get Your Rear in Gear” Race

Carol Haddix shared a “thank you” note she received about the recent “Get Your Rear in Gear Race” event. Administration and the Board were also acknowledged for supporting the event.

“Weight of the Nation” Presentation

Mary Duncan, Dr. Donna Woodson, Barbara Gunning and two additional staff members attended the “Weight of the Nation” Presentation at Owens Corning on July 25, 2012. The program’s focus was on childhood obesity and its severity. A panel discussion was held and included Dr. Mark Watkins, pediatric endocrinologist; Pete Gerken, Commissioner; Sarah Bucher, YMCA; and Dr. Romules Durant, Assistant Superintendent of Toledo Public Schools.

Dr. Woodson commented that the most positive part was the breadth of people from the community and business that said they were interested in this topic and said that this is our responsibility to really help. Individuals from the Chamber of Commerce and business community were in attendance.

Administrative Services

HUD

Joanne Melamed reported as follows: Activities included attending the HUD New Grantee Boot Camp in Washington, D.C. on July 17-20, 2012. We received the Healthy Homes and Lead Hazard Control HUD grant. Over the next three years the health department is promising to complete lead-based paint hazard control in 165 housing units and 40 healthy homes to promote lead-free and healthy living conditions for families with children in low-income and minority families. This is made possible under the Healthy Homes and Lead

Hazard Control HUD program. The City of Toledo Department of Neighborhoods will be responsible for program management and the health department will monitor the City of Toledo for all grant-supported activities. The City of Toledo also committed \$70,000 annually so that we can complete a health aspect of the grant. We are going to have a public health nurse and a sanitarian working partially in this grant. Our public health nurse will screen children for lead poisoning, provide education to the community and provide lead information to health care professionals. We found additional support at the meeting, and as such, we will be using the expertise and knowledge of individuals in Michigan who have been successful in this program for many, many years.

Medicaid Administrative Claiming (MAC)

The next MAC time study will be from August 3 through August 9. This will include Health Services and Environmental Health. The Billing Department is working on applying for Medicaid EHR Incentives. The first year incentive dollars are \$21,250 per each eligible professional and \$8,500 in years 2013 to 2016.

Vital Statistics Division

Of the \$13.50 collected and remitted to the State, the local health departments will now retain 3% and submit 97%.

IT Department

The IT Department purchased a new inventory system server. This is part of the Quality Improvements (QI) grant to analyze and improve on ordering supplies for the agency.

Health Commissioner's Comments

Dr. David Grossman commented as follows: We were glad to receive the Healthy Homes and Lead Hazard Control HUD grant. This item went through the Mayor's Office and the Toledo City Council for passage. The collaborative efforts with the City of Toledo improves our position in obtaining future federal grants. In the MAC program our nursing staff, medical assistants, billing staff, and others have done a better job than anticipated. They brought in more than our budgeted expectations. We are hoping that our environmental health staff can do so as well. The environmental health staff continues to be busy with temporary food service inspections and festivals.

Public Health in the News

Dr. Donna Woodson reported on the following public health in the news items: The recent Health Department newsletter included an article about the increase in the U.S. in the number of pertussis cases. It is felt that this disease is making a comeback. We are seeing an increased number of grandparents who are caring for their young children and perhaps should also receive the vaccination. Of major concern is that some grandparents who are of Medicare age, Medicare will pay for tetanus / diphtheria, but it will not pay for whooping cough immunizations. So, patients would have to pay \$60.00 extra for the vaccination. This might be an item that the Legislative Committee could pursue at some point. Dr. Grossman said that he reported to THE BLADE on pertussis a couple of days ago. In Lucas County in 2010, there were 70 cases. In 2011, there were only 10 cases. In 2012, there are 5 cases year-to-date and 2 of those are awaiting confirmation. However, a CDC Morbidity and Mortality report was just released announcing that Washington State had a 1,300 percent increase.

Dr. Woodson commented that maybe some cases are milder. She suggested sending a reminder of the signs and symptoms of pertussis to health care professionals via the Academy Communique.

Next Meeting

The next meeting will be held on Thursday, August 23, 2012 at 8:30 a.m. at the Health Building, Department of Operations (DOC) #254, 635 N. Erie Street, Toledo, Ohio.

Adjournment

Robert Reinbolt made a motion to adjourn the meeting. A. Debra Nicotra seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 10:45 a.m.

Signed:

**Donna A. Woodson, M.D., President
Lucas County Regional Health District**

Attested By:

**David Grossman, M.D.
Secretary to the Board**